

March 23, 1959

MEMORANDUM FOR THE RECORD

SUBJECT: Tel. Conversation with [REDACTED] Comptroller's Office STATINTL

STATINTL

1. [REDACTED] said that because of a shortage of manpower in his office he has been unable to write up the history of budget and financial accomplishments in the period. He said that he would have something in two weeks.

2. I said that I would like to talk about some of the budget materials and he said that he would be glad to do this next week.

[REDACTED] STATINTL

16 Feb. 1960

Additional Questions Regarding History of Office of Comptroller
1953-1956

1. What was the relation of the Office of Comptroller to the Project Review Committee? What was the role of the PRC during the period?
2. What was the relation of the Office of Comptroller/to the Audit Staff? during the period
3. What was the place of CIA in the financial history of the intelligence community? To what extent did CIA finance intelligence activities of other Agencies? Did CIA try to take the lead in getting funds for intelligence activities?
4. What part did financial officers play in development of administrative plans for projects?
5. What was done during the period to advance the presentation of the Agency budget on a program basis?
6. When and by what instruction or notice or regulatory issuance was the operating budget plan introduced ?

10 May 1955, Conf.

STATINTL

1. Are the budget and accounting officers of components under the career service system of the Comptroller? How many budget and accounting officers are there in the components?

15 Sept. 1954, Est. FY 1956, -- G-4-4- S

When and by what instruction or notice or regulatory issuance
was operating budget plan introduced ?

Notes on
1956 Congressional Material, Records Center Job

Memo for the Record by [REDACTED] 21 March 1955, SECRET,
on House Appropriations Committee, 10 March 1955,

STATINTL

From questions asked it could be inferred that Congressmen
thought that average GS grade was high. ~~average~~ ratio of
funds to employees [REDACTED] was high,
reserve was too large (had not been obligated),

STATINTL

Notes by HFG

1956 B of B Hearing Material, Records Center J b

BB Questions, 28 Oct. 1954, SECRET

It may be inferred from the questions that the Bureau of the Budget thought that CIA had too much overtime, could make some minor savings,

Notes

1957 Budget Working Papers, Records Center Job

STATINTL

Memo for DCI from Comptroller, 9 Aug. 1955, SECRET,

Subject: Status of F Y 1955 Funds and Estimate Requirements for 56 and 57.




See also

Congressional Budget Material FY 1957, Records Center Job

Memo for Comptroller from Chief, Budget Division, 2 April 1953,

Subject: Improving Budgetary and financial administration by removing the fiscal year limitation on funds available to CIA, SECRET.

Discussion of contingency

Refers to annual appropriation to cover planned operations as well as 

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B Est. FY 1956, 15 Sept 1954, SECRET, p. G-4-7

Objectives
Exec. Direction

✓ Develop manual procedures for financial and accounting control of Agency property for all locations not served by the machine methods previously installed for this purpose at Hq and one field location.
FY 57 Follow up FY 58

✓ Continue developing and installing improved accounting and financial reporting systems in all special projects of the Agency
FY 57, FY 58

✓ Revised unvouchered funds cost report to provide more useful data for management officials, with special attention to requirements of allottees relative to value of property issuances from stores.

- Bulk Revision of regulatory issuances relating to fiscal policies and procedures
FY 57, FY 58

Further improve procedures for processing receiving reports representing evidence of materials and services furnished from other Govt agencies
FY 57

✓ Complete and implement improved procedures for the maintenance of accounts for advances to other Govt agencies and private contractors in connection with procurement agreements for materials and services.

✓ Survey present systems in Fiscal Div to effect improvement in accounting results and techniques followed, including feasibility of extended use of electric accounting machines. Increased usage in Fiscal, FY 58

Conclude determination as to the feasibility of a revised leave accounting system for vouchered fund employees under either manually maintained decentralized procedure, or a punch card procedure
Fiscal FY 57

Rotation under Career Service Program

Budget

✓ Prepare and issue a budget manual in regulation form to replace budget notices
FY 57, FY 58

Develop a budgetary reporting system to give an analytical comparison of the actual operating results with the budget plan.
FY 57

Further coordinate accounting and budgetary data in order to improve the cost information on which operating analyses and operating policy decisions can be based.
FY 57, FY 58

Machine Records

Study the possibility of using electronic data processing machines
Adopt a common employee serial number for use in all projects which

would simplify mechanical processing and also would make possible increased
consolidated management reports and control, and acctg files.

A Problems in Budgetary and Financial Administration as shown by
statement of objectives 15 Sept. 1953, FY 55, SECRET.

- Lack of proper control over property and equipment in ~~stock~~
~~xxxxxxx~~ depots and field stations
(a problem to be worked out with Logistics Office, standard
property records) also FY 56 + 57.


Fin Lack of Manual of General Ledger Accounts for Fiscal Division
(one estab. for Fin. Div.)

Fin ~~Lack of~~ Deficiencies in accounting systems for proprietary and
special projects. also FY 56, FY 57

Control of allotments by allottees not extended to all Agency
components as yet
also FY 56,

- Fin Fiscal regulations not complete FY 56

STATINTL


Expanded available resources, FY 57,

Administrative and security deficiencies in handling pay~~ment~~ and
allowances for staff and contract agents.

Procedures for handling Credit Union transactions for personnel
assigned overseas not complete N 20-660-29,

Need to improve system of control over advances of ^{confidential} (unvouchered)
funds

- Need to decentralized detailed authority ~~to~~ for final finance
actions to the field FHB

Need to improve training program for finance officers
also FY 56, FY 57

Need for more trained financial personnel in field stations
also FY 56, FY 57

Strengthening liaison with operating elements

Rotation FY 57